

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * February 24, 2025 * 6:30 PM
Warren Middle School and Virtual

The Warren Township Board of Education meeting will be held in person and virtual, with Board members and Administration. The public is welcome to attend in person or virtually at <https://us02web.zoom.us/j/86105959921?pwd=F9G9gBG6LK5KbNit6jM4ea6LYMXQj8.1>

I. Call to Order and Statement of Presiding Officer Patricia Zohn, President

Re: Chapter 231 P.L. 1975: "The adequate notice of this regular meeting as required by the Open Public Meetings Act was provided by the posting, mailing/delivery, and filing of this notice on January 9, 2025. This notice was on that date posted on the bulletin board in the Township Office, sent to the Courier News, and TAP into Warren, and filed with the Township Clerk of the Township of Warren, all in accordance with the requirements of the Open Public Meetings Act."

II. Pledge of Allegiance

III. Roll Call

___ Nicole Dalton	___ Richard Molfetta	___ Ryan Valentino
___ Bridget Granholm	___ Scott Otto	___ Todd Weinstein
___ Laura Keller	___ Stephen Toor	___ Patricia Zohn

IV. Minutes

- RESOLVED, that the Board of Education approves the public session minutes of the January 27, 2025 Board Meeting.

V. Correspondence and Information

· HIB Information

Total # of Investigations:

Total # of Determined Bullying Incidents:

1

0

· Suspension Report

In School:

Out of School:

0

0

· Fire Drills

ALT
January 17

Central
January 28

Mt. Horeb
January 30

Woodland
January 17

Middle
January 6

· Security Drills

<u>ALT</u> January 27 Bomb Threat	<u>Central</u> January 8 Bomb Threat	<u>Mt. Horeb</u> January 27 Bomb Threat	<u>Woodland</u> January 7 Bomb Threat	<u>Middle</u> January 16 Bomb Threat
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- VI. President's Remarks – Mrs. Patricia Zohn
- VII. Superintendent's Remarks – Dr. Matthew Mingle
- VIII. Presentation
- March 11, 2025 Referendum Overview - Mr. Chris Heagele, Mr. Michael Pate, and Parette Somjen Architects
- IX. Discussion
- X. Reports of Board Members Appointed to External Assignments 2025
- New Jersey School Board Association Delegate Assembly
 - Patricia Zohn, and Richard Molfetta, Alternate
 - Somerset County Educational Services Commission
 - Nicole Dalton and Stephen Toor, Alternate
 - Watchung Hills Municipal Alliance Committee
 - Bridget Granholm and Ryan Valetino, Alternate
 - Warren Township Opioid Advisory Committee - Representative To Be Determined
 - Watchung Hills Shared Services/Regionalization Study Advisory Committee
 - Patricia Zohn and Todd Weinstein
- XI. Committee Reports
- Curriculum and Technology Committee - No Meeting
 - Stephen Toor - Chair, Bridget Granholm, Rich Molfetta, Laura Keller - Alternate
 - Finance, Operations, and Security Committee - February 18, 2025
 - Patricia Zohn - Chair, Scott Otto - Vice Chair, Ryan Valentino, Rich Molfetta - Alternate
 - Personnel, Negotiations, and Communication Committee - January 27, 2025
 - Laura Keller - Chair, Nicole Dalton, Todd Weinstein, Patricia Zohn - Alternate
 - Ad Hoc Strategic Planning Committee - **No Meeting**
 - Laura Keller - Chair, Stephen Toor, Patricia Zohn
- XII. Public Commentary (agenda items only)

Note on public input at BOE meetings: Board Policy #0167, adopted on June 18, 2018, provides for public participation in Board of Education meetings. Such participation is governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, address, and group affiliation, if applicable;
2. Each statement made by a participant shall be limited to three minutes' duration. If necessary, the public comment portion of the meeting may be extended fifteen minutes with Board approval;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board;

The portion of the meeting during which participation of the public is invited shall be limited to fifteen minutes (limit may be adjusted at the discretion of the presiding officer as circumstances dictate).

The Board of Education welcomes and encourages input from the public. Being mindful of privacy rights regarding students and board employees and to avoid any potential liability on the part of the speaker, the board discourages references to specific individuals. While directing your comments or questions to the board president, please understand that the public comment portions of the meeting are not structured as question and answer sessions but rather are offered as opportunities for you to share your thoughts with the board. The board president may need to refer an issue to the superintendent if the particular issue has not been handled through the appropriate chain of command with the school district. However, responses may be provided at the end of this session. There are times when comments and questions will require additional fact gathering before a response is provided.

XIII. Items for Board Consideration/Action

The Superintendent recommends that it be:

A. Education

A.1. HIB Report

RESOLVED, that the Board of Education accepts the HIB Report submitted by the Superintendent for the period ending on January 27, 2025.

A.2. Home Instruction

RESOLVED, the Board of Education approves bedside instruction as follows:

Student ID	Rate	Start Date	Amount
6633536241	\$50 per hour, up to 10 hours per week	February 3, 2025	Not to exceed \$2,000
3232264968	\$50 per hour, up to 10 hours per week	January 22, 2025	Not to exceed \$3,500
1489381778	\$50 per hour, up to 10 hours per week	February 4, 2025	Not to exceed \$4,000

A.3. **Out-of-District Placement**

RESOLVED, that the Board of Education approves the following change of Out-of District placement for the 2024-2025 School Year:

School	Student ID	Dates	SY Cost
Montgomery Academy	2952528856	February 18 through June 30, 2025	\$35,438

B. Finance/Operations/Transportation

B.1. Payment of Bills

RESOLVED, that the Board of Education approves the payment of bills for the month of February 2025 in the amount of \$4,560,353.55.

B.2. Board Secretary's and Treasurer's Report

WHEREAS, the Board of Education has received the report of the secretary for the month of January 2025.

WHEREAS, this report shows the following balances on January 31, 2025

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$5,054,020.48		\$1,906,544.35
(10) General Current Expense		\$0.00	
(11) Current Expense		\$815,109.43	
(12) Capital Outlay		\$23,146.49	
(13) Special Schools		\$6,561.48	
(20) Special Revenue Fund	\$14,436.02	\$102,665.39	\$0.00
(30) Capital Projects Fund	\$5,669.40	\$100,644.73	\$315,288.46
(40) Debt Service Fund	\$0.00	\$0.00	\$0.00
TOTAL GOVERNMENTAL FUNDS	\$5,074,125.90	\$1,048,127.52	\$2,221,832.81
Wealth Mgmt - Capital Reserve	\$5,900,000.00		
Wealth Mgmt - Operating	\$5,000,000.00		
Wealth Mgmt - Capital Projects	\$2,839,000.00		
TOTAL WEALTH MANAGEMENT	\$13,739,000.00		
(62) Food Service Account	\$211,378.15	(\$376,067.90)	\$81,162.03

WHEREAS, in compliance with law and code the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it

RESOLVED, the Board of Education accepts the above reference reports and certifications and be it

FURTHER RESOLVED, in compliance with law and code, the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section), to the best of its knowledge, no major account or fund has been over expended in violation of law and code and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

B.3. Budget Transfers for Month of January 2025

RESOLVED, the Board of Education ratifies the following transfers between budget line items that have been approved by the Superintendent of Schools and that are now being reported to the Board pursuant to Policy 6422:

B.4. Travel Approval

Whereas, in accordance with State of New Jersey School District Accountability Act (A-5) and the Warren Township Schools' Policy 6471-School District Travel, travel by school district employees and Board of Education members must be approved in advance.

Now Therefore Be It RESOLVED, the Warren Township Schools Board of Education approves the following expenses for faculty, staff, administrators, and board members for seminars, conferences and workshops. The expense includes travel costs, if applicable:

Name	School	Workshop/ Conference	Location	Month/Yr	Cost
Molly Lange	District	Handle With Care - Instructor Recertification Program	Hamilton	Apr 2025	\$546

Lisa Lontai	WMS	American Association of Nurse Practitioners Health Policy Conference	Washington, DC	Mar 2025	\$309
Oscar Alfaro	District	School Safety Specialist Academy	Hamilton	Mar 2025	\$209
Brielle Tuozzo	CS	New Jersey Association for Gifted Children 2025 Conf.	Somerset	Apr 2025	\$309
Jaclyn Cohen	WMS	New Jersey Special Education Annual Summit	Monroe Twp	May 2025	\$159
Lauren Valera	MTH	2025 Spring Conference: New Jersey Teachers of English to Speakers of Other Languages	New Brunswick	May 2025	\$331
Chris Heagele	District	New Jersey Association of School Business Officials Conference	Atlantic City	June 2025	\$1,252
Michael Pate	B&G	Certified Playground Safety Inspectors Workshop 2025	Leonardo	April 2025	\$594
Cheryl Hall	Transp.	New Jersey Pupil Transportation Conference	Atlantic City	Mar 2025	\$837

All of the above travel has been approved by the Superintendent. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

- B.5. Joint Agreements between SCESC and Warren BOE
RESOLVED, that the Board of Education approves entering into the following joint agreements between Somerset County Educational Services Commission (SCESC) and the Warren Township Board of Education for the 2025-2026 School Year:
- Coordinated Transportation Services agreement, dated July 1, 2025, with an administration fee of 5.50%;
 - Nonpublic Instructional Services Agreement and Addendum for Chapters 192/193, with an administrative fee of 6%;
 - Nonpublic School Textbook Services agreement, dated July 1, 2025, with an administrative fee of 6%;
 - Nonpublic School Technology Initiative Program agreement, dated July 1, 2025, with a state-approved administrative percentage (currently set at 5%);
 - Nonpublic School Nursing Services agreement, dated July 1, 2025, with an administrative fee of 6%
 - Nonpublic School Security Aid Program agreement, dated July 1, 2025, with no administrative fee charged;

- Nonpublic Instructional Services Agreement for Individuals with Disabilities Education Improvement Act, dated July 1, 2025, with no administrative fee.

B.6. Waiver of Requirements - Special Education Medicaid Initiative (SEMI) Program
RESOLVED, that the Board of Education approves the Waiver of Requirements Special Education Medicaid Initiative (SEMI) Program:

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2025-2026 School Year, and

WHEREAS, that the Board of Education desires to apply for this waiver due to the fact that it has fewer than 40 Medicaid eligible classified students,

NOW THEREFORE BE IT RESOLVED, that the Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in Somerset County the appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2025-2026 school year.

C. Personnel/Student Services

C.1. Employment for the 2024-2025 School Year

RESOLVED, upon recommendation from the Superintendent that the Board of Education approve the following Personnel items including the emergent employment of the following employees (indicated by *) conditional upon the final approval by the New Jersey Department of Education The Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1, et. Seq., N.J.S.A. 18A:6.14.12, et. Seq., if applicable Staff members shall be paid in accordance with provisions in their collective bargaining agreement and/or in accordance with a schedule provided to all employees prior to the beginning of the contract or school year.

Name	Position/PCR	Location	Degree	Step	Salary	Stipend	Total Salary	Effective Date	Discussion
Kimberly Zimmer	Leave Replacement - Special Education Teacher	CS	MA	4	\$71,550	\$0	\$71,550	January 13, 2025 through on or about April 30, 2025 (This motion supersedes the previous motion approved on January 6, 2025)	Replacing Employee #2823
Nomisha Sheth	Leave Replacement - Grade 1 Teacher	CS	BA	3	\$64,185	\$0	\$64,185	On or about March 21, 2025 through June 30, 2025 (This motion supersedes the previous motion approved on January 6, 2025)	Replacing Employee #3832
Nancy Dasti	Leave Replacement - 1:1 Paraprofessional (32.5 hours per week)	CS	NA	9	\$33,811	\$2,000	\$35,811	February 4, 2025 through June 30, 2025 (This motion supersedes the previous motion approved on January 27, 2025)	Replacing Employee #3719

Katherine Murdock	Leave Replacement - Grade 3 Teacher	MTH	BA	1	\$62,465	\$0	\$62,465	February 7, 2025 through June 30, 2025 (This motion supersedes the previous motion approved on December 16, 2024)	Replacing Employee #3246
David Rios	Bus Driver (7 hours per day)	District	N/A	N/A	\$31,850	\$0	\$31,850	On or around March 6, 2025 through June 30, 2025	Replacing Employee #3914

C.2. Employment Rescission

RESOLVED, that the Board of Education rescinds the appointment of Anna Hackett as Van Driver for Warren Township Schools effective January 31, 2025

C.3. Substitute Teacher

RESOLVED, that the Board of Education approves the following to be appointed as a substitute teacher for the 2024-2025 school year.

Name
Marjery Morris

C.4. Long-Term Substitutes

RESOLVED, that the Board of Education approves the following Long Term Substitutes:

Name	Dates	Employee #
Garrett Cecere	April 21, 2025 through June 30, 2025	#3704
Sadie Nochimson	April 21, 2025 through June 30, 2025	#3735
Lisa Pravato	April 28, 2025 through June 30, 2025	#3714

C.5. Leave Request

RESOLVED, that the Board of Education approves the following leave requests:

Employee ID	Paid/Unpaid
#2053	Rescinded: January 28, 2025 FMLA - February 26, 2025 through March 18, 2025 (AM) (Paid) FMLA - March 18, 2025 (PM) through April 23, 2025 (Unpaid) (This motion supersedes the previous motion from January 27, 2024)
#3735	Position Leave - April 21, 2025 through June 30, 2025
#3832	FMLA - March 17, 2025 through April 8, 2025 (Paid) FMLA - April 9, 2025 through May 9, 2025 (Unpaid) NJFLA - May 12, 2025 through June 30, 2025 (Unpaid) (This motion supersedes the previous motion from November 18, 2024)
#3384	FMLA - December 4, 2024 through February 4, 2025 (Paid) FMLA - February 5, 2025 through February 28, 2025 (Unpaid) Extended Leave - March 3, 2025 through April 8, 2025 (Unpaid with benefits) (This motion supersedes the previous motion from January 27, 2024)

#3534	FMLA - February 4, 2025 through February 13, 2025 (Paid) FMLA - February 13, 2025 (PM) through April 18, 2025 (Unpaid) NJFLA - April 21, 2025 through June 30, 2025 (Unpaid) (This motion supersedes the previous motion approved on January 6, 2025)
#3376	FMLA - February 10, 2025 through February 14, 2025 (Paid)
#3401	FMLA - March 3, 2025 through April 28, 2025 (Paid)
#2515	Position Leave - April 28, 2025 through June 30, 2025 (Paid)
#2818	Medical Leave - March 4, 2025 through March 18, 2025 (Paid)

- C.6. Approval to Create Positions
RESOLVED, that the Board of Education hereby approves the creation of the following position for 2024-2025 school year:

Location	Position	Full-Time Equivalent
CS	1:1 Paraprofessional	1.0
CS	1:1 Paraprofessional	1.0
CS	1:1 Paraprofessional	1.0

- C.7. Advancement on the Salary Guide
RESOLVED, that the Board of Education approves the following staff for amended placements on the 2024-2025 salary guide:

Name	From	To	Effective
Alexa Toledo	MA	MA+15	02/01/2025

- C.8. Special Education Service Provider List
RESOLVED, that the Board of Education approves the following Service Provider service for the 2024-2025 school year:

Name	Rate
Marilyn A. Kubichek, MD LLC	Child Study Team evaluations for a fee of \$800 per evaluation with a written report.

- C.9. Warren Academy Courses - Instructor Stipend 2024-2025
RESOLVED, that the Board of Education approves the following staff for reimbursement as an Instructor. Each instructor will be reimbursed at the WTEA contractual rate \$50.00 per hour.

Staff Member	Course	Date	Prep Hours	Instructor Hours	Cost Total Not to Exceed
Lyndsay Carroll	Math Running Records: Multiplication & Division	March 5, 2025	3	1	\$200

Eliana Glassman	Paraprofessional Rethink Refresher Workshop	February 26, March 15 & 19, and April 2, 2025	4	4	\$400
Marissa Marton-Sarao	Enhancing Lesson Planning with ChatGPT: Plans, Rubrics, and More!	March 7, 2025	3	1	\$200

- C.10. REACH Parent Presentations - Staff
RESOLVED, that the Board of Education approves the following employees for a REACH Parent Information session in the 2024-2025 School Year, at the WTEA contractual rate of \$50 per hour per employee, for a total cost not to exceed \$400.00.

Names	
Susan Kline	Susan Cooper
Nancy Andrews	Brielle Tuozzo

- C.11. Clubs/After School Activities
RESOLVED, that the Board of Education approves the following 2024-2025 after school clubs and instructors at the negotiated stipend rate.

Name	Club	School	Cost
Sean Mealey	Morning Sports Club	MS	\$735
Sean Convery	eSports	MS	\$735

- C.12. Retirements/Resignations
RESOLVED, that the Board of Education approves the retirements/resignations of the following staff:

Name	Position	Location	Retirement/Resignation	Dates of Service
Linda DeBisco	Bus Monitor	District	Retirement	September 8, 2020 through June 30, 2025
Jan Brennan	School Nurse	ALT	Retirement	September 1, 2010 through June 30, 2025
Samantha Dock	Grade 7 ASAP Math	WMS	Resignation	August 29, 2022 through April 11, 2025
Felice Goldman	Multi-duty lunch Paraprofessional (8 hours per week)	MTH	Resignation	August 29, 2022 through June 30, 2025
Meghan Madden	Special Education Teacher	ALT	Resignation	September 30, 2005 through June 30, 2025
Spencer Adriaanse	Head Custodian	ALT	Resignation	October 2, 2015 through March 24, 2025

D. Policy

D.1. Policies and Regulations – Second Reading

RESOLVED, that the Board of Education approves the second reading and adoption of the following policies and regulations:

Number	Policy Name	New/Revision	Source of Changes
5111	Eligibility of Resident/Nonresident Students	Revised	SEA
5512	Harassment, Intimidation, or Bullying	Revised	SEA
5516	Use of Electronic Communication Devices	Revised	SEA
5533	Student Smoking	Revised	SEA
5701	Academic Integrity	Revised	SEA
5710	Student Grievance	Revised	SEA
7441	Electronic Surveillance in School Buildings and on School Grounds	Revised	SEA
8500	Food Services	Revised	SEA
9320	Cooperation with Law Enforcement Agencies	Revised	SEA

Number	Regulation Name	New/Revision	Source of Changes
R5516	Use of Electronic Communication Devices	New	SEA
R5533	Student Smoking	Revised	SEA
R7441	Electronic Surveillance in School Buildings and on School Grounds	Revised	SEA
R9320	Cooperation with Law Enforcement Agencies	Revised	SEA

D.2. Board Norms for Communications and Operations

RESOLVED, that the Board of Education approves the Board Norms for Communication and Operations.

XIV. Unfinished Business

XV. New Business

XVI. Public Commentary (any topic)

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- an announcement of his/her name, address, and group affiliation, if applicable;
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The portion of the meeting during which participation of the public is invited shall be limited to fifteen minutes (limit may be adjusted at the discretion of the presiding officer as circumstances dictate).

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XVII. Executive Session

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss:

- specific prospective or current employees unless all who could be adversely affected request an open session.

Action may be taken upon return to public session;

the length of the meeting is anticipated to be approximately 15 minutes; and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

XVIII. Adjourn

District Mission Statement

"The mission of the Warren Township School District is to provide, through a safe, nurturing yet challenging environment, all students with an outstanding education that engages students and fosters academic excellence, healthy social and emotional development, and a lifelong passion for learning."

2020-2025 Strategic Plan Goals

1. Competencies Goal 1 - Strengthen each student's academic competencies by fostering a supportive instructional culture.
2. Competencies Goal 2 - Strengthen each student's social-emotional competencies to maximize growth and capabilities.
3. Voice & Engagement Goal 1 - Streamline existing two-way communications between district stakeholders to maximize consistency, efficiency, and effectiveness.
4. Voice & Engagement Goal 2 - Investigate and adopt a partnership-driven change management process.
5. Equity & Consistency Goal 1 - Provide each student with a rich array of academic, enrichment, and diverse social experiences.
6. Equity & Consistency Goal 2 - Create a culture that values diversity.
7. Health, Wellness & Safety Goal 1 - Promote the health and social-emotional wellness of students by equipping each staff member with skills to identify related factors and enhance support systems.
8. Health, Wellness & Safety Goal 2 - Maintain and improve all district facilities in conjunction with the district safety and security plan.

2024-2025 District Goals

1. Student Achievement
 - a. Improve student outcomes in:
 - i. English Language Arts (ELA) by focusing on a consistent set of best practices and standards alignment in all ELA classrooms;
 - ii. Math by focusing on a consistent set of best practices and standards alignment in all math classrooms; and
 - iii. Social-Emotional Learning competencies (SEL) by clarifying expectations for staff roles in implementing SEL to promote academic and social growth of students.
2. Belonging
 - a. Increase the cultural proficiency of educators by:
 - i. Engaging staff in conversations that help them recognize and improve their own cultural proficiency; and
 - ii. Engaging staff in lessons on culturally responsive teaching.
 - b. Increase student sense of belonging by:
 - i. Creating spaces where all are empowered to develop their authentic selves;
 - ii. Getting to know students' evolving stories, strengths, ambitions, and needs;
 - iii. Providing programs that foster student wellness and resilience;
 - iv. Ensuring dignity and kindness for all, in every situation; and
 - v. Building bridges across race, culture and identity to create a community where all are valued.
 - c. Improve Middle School culture by:
 - i. Engaging students in activities that foster student wellness and resilience;
 - ii. Building a culture of dignity and kindness for all; and
 - iii. Building bridges across race, culture and identity to create a community where all are valued.
3. Strategic Plan
 - a. Adopt a strategic plan for the years 2025-2030.

2024-2025 Board Goals

1. Comply with Board norms and represent the Board at school and community events.
2. Draft communications/messaging strategies for key community topics (eg., enrollment growth, strategic planning, referendum).
3. Support the implementation of year five strategic plan priorities and adopt a new five-year strategic plan.